

**REQUEST FOR PERSONALIZED DUCKS UNLIMITED LICENSE PLATE  
PERSONALIZED PLATE FEE OF \$20.00 MUST ACCOMPANY THIS FORM**

**Read the back of this form carefully before completing.**

**A \$20.00 personalized plate fee must accompany your order unless you are ordering a replacement with the same license number. Replacement plates are ordered at no charge. The replacement must be same number that is on a personalized Ducks Unlimited plate you have ordered previously. Please check the box if for a replacement and enter the number in the 1st Choice section below.**

This order is for a replacement Ducks Unlimited plate with the same number I have previously ordered. ☐

**Complete this form and return it to the following address:**

DEPARTMENT OF FINANCE AND ADMINISTRATION  
REVENUE DIVISION - SPECIAL LICENSE UNIT  
P.O. BOX 1272  
LITTLE ROCK, AR 72203

Printed name and address of vehicle owner as shown on registration certificate.		
Name		
Address		
City, State, Zip		

Current Arkansas License Plate No.	Operator or Chauffeur's License No.	Telephone No. (Optional)

The local Revenue Office **cannot** research a request for availability. The request must be submitted to the Special License Unit. No search requests may be completed by phone.

I hereby request the following personalized Ducks Unlimited license plate number and certify that my registration privileges have not been suspended or revoked.

**List three (3) choices, in order of preference.** Please do not request a combination that you do not want. Please make sure all letters are capitalized and numbers written clearly.

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After choice has been accepted with the \$20.00 fee, there can be no change or refund of fee.

Personalized plates are ordered the first of every month. New plates should return to this office within eight (8) to ten (10) weeks after the order goes to the factory.

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

**TO BE COMPLETED BY SPECIAL LICENSE UNIT. DO NOT WRITE BELOW THIS LINE**

License Ordered \_\_\_\_\_ Order Date \_\_\_\_\_

Agent Signature \_\_\_\_\_ County \_\_\_\_\_

Date Recd.	Check #	Date Approved	Special Fee
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## INSTRUCTIONS FOR OBTAINING A PERSONALIZED DUCKS UNLIMITED LICENSE PLATE

If you wish to replace a regular personalized plate you already own with a personalized Ducks Unlimited license plate, enter the number in the 1<sup>st</sup> Choice block on the front of this form. However, if your existing personalized plate does not meet the criteria listed on this form, it cannot be ordered as a personalized Ducks Unlimited plate. (See NOT ALLOWED below)

Individual requests for personalized plates received each month are compiled into an order, which the department sends to the factory on the first working day of each month. The plates are normally available within ten (10) weeks after the order is placed. You will be notified by mail when your plate is available with instructions as to how it may be obtained.

- The issuance of personalized Ducks Unlimited license plates is restricted to passenger cars, ½ and ¾ ton pickups, and 1-ton trucks used only for private transportation. They may not be issued to 1-ton trucks used for commercial purposes.
- Personalized Ducks Unlimited plates may consist of not more than five (5) characters and spaces combined.
- Personalized Ducks Unlimited plate numbers may not conflict with the regular numbering system of regular Ducks Unlimited plates, or the number system of any regular license plate. The numbering system for the first 150 regular Ducks unlimited plates is 001 through 150. The numbering system for the remaining regular Ducks unlimited plates consists of 1 numeric followed by 4 alpha characters.
- Requests for personalized Ducks Unlimited plates must be on the form approved by the department.
- The fee for personalized Ducks Unlimited plates is \$20.00 annually in addition to the regular registration fee, the \$10.00 special fee, and the \$25.00 Ducks Unlimited design use fee.
- Notification will be sent by mail when the plate is available. You should allow ten (10) weeks for plate manufacturing before inquiring as to the disposition of your order.
- Applicants may request three (3) combinations in priority of 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choice as listed on the front of this form. The 1<sup>st</sup> choice will be ordered if available, if not the second choice, etc. If none of the choices are available, the fee and application will be returned to applicant.
- The owner must sign this form, or if jointly owned either may sign.
- After a choice has been submitted and accepted by this office with the \$20.00 fee, there can be no change or refund of fee.

### NOT ALLOWED

1. Combinations of characters that conflict with any numbering system developed by the department.
2. Words of letter combinations that are offensive, suggestive, or not in good taste, as determined by the department.
3. The use of symbols and signs such as period (.), plus sign (+), dash (-), etc.
4. A duplicate of any license plate number.
5. Any combination exceeding five (5) characters and spaces combined.
6. Any number beginning with 001 through 150.